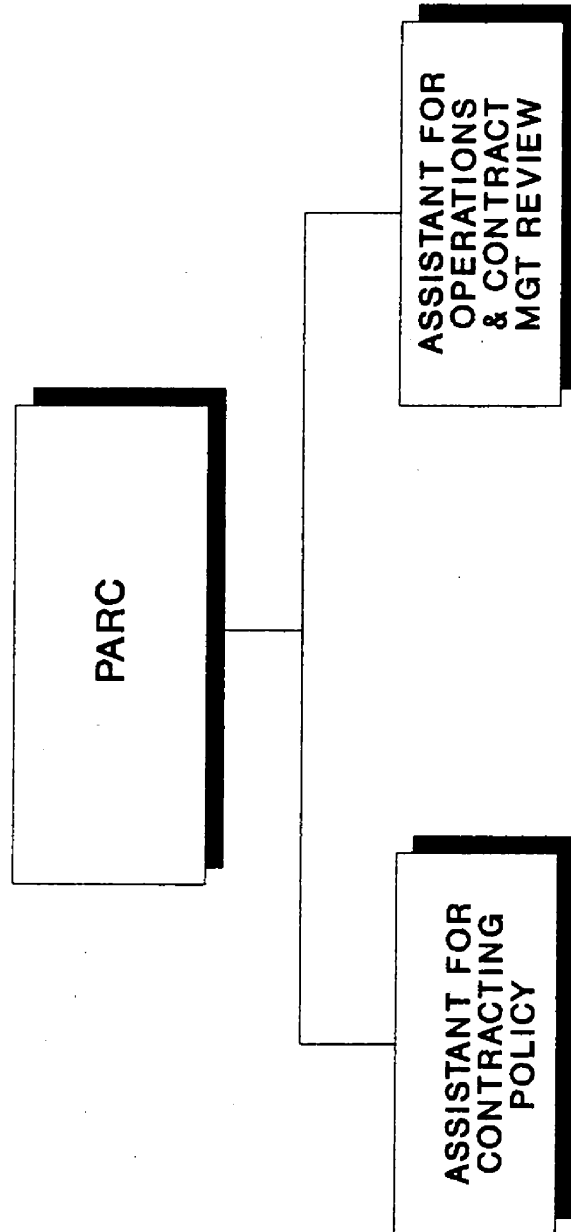


# OFFICE OF THE PRINCIPAL ASSISTANT RESPONSIBLE FOR CONTRACTING (PARC)



OFFICE OF THE PRINCIPAL ASSISTANT RESPONSIBLE  
FOR CONTRACTING (PARC)

Mission

To direct, control and manage contractual actions to assure compliance with procurement policies and procedures for USACE.

OFFICE OF THE CHIEF  
Functions

1. Acts directly for the Commander, USACE as Principal Assistant for Contracting on all contractual actions and decisions not directed by law and regulation to be performed personally by the Commander as Head of the Contracting Activity (HCA).
2. Oversees contracting performance, organizational staffing and training at each contracting office.
3. Ensures that the provisions of the Federal Acquisition Regulation (FAR) and its supplements are uniformly applied to all USACE purchases.
4. Promotes the competition policy pursuant to the Competition in Contracting Act of 1984 as the USACE Special Competition Advocate.

CHIEF OF CONTRACTING POLICY BRANCH  
Functions

1. Exercises responsibility for HQUSACE contracting policy.
2. Develops and issues contracting instructions, policies, and procedures (EFARS) pertaining to placement and administration of USACE contracts.
3. Monitors and evaluates policies and procedures of federal and private contracting organizations for possible USACE application of new ideas and business techniques.
4. Initiates improvements to contracting policies, procedures, and management techniques; processes requests for deviation from the FAR and its supplements.
5. Prepares and issues delegations of authority pertaining to contracting programs.
6. Monitors and controls requests for waiver of the Buy American Act.
7. Appoints (or recommends appointment of) contracting officers.

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8. Analyzes acquisition plans and recommends approval to DA.
9. Responsible for implementation and control of the acquisition component of the USACE Commercial Activities Program.
10. Analyzes and recommends approval or remedial actions to ratification of contracts to HCA or DA.

CHIEF OF OPERATIONS AND CONTRACT MANAGEMENT REVIEW BRANCH  
Functions

1. Implements the Army Acquisition Management Review Program (AR 715-11) and conducts field reviews of all procuring activities.
2. Participates with higher headquarters' counterpart organizations in joint review of selected USACE activities.
3. Implements and manages the USACE Civilian Contracting Career and Training Programs.
4. Coordinates and analyzes contracting performance data.
5. Responsible for the review and approval of justification and approval documents for HCA and those submitted to DA.
6. Analyzes and monitors USACE Competition Program.
7. Coordinates policies and guidance from higher headquarters on SAACONS automated systems.
8. Exercises staff supervision over the Defense Materials System and the Defense Priorities System.
9. Responsible for USACE implementation of DOD IG follow-on Contract Audit Reports Program.
10. Responsible for USACE implementation and operation of the Federal Procurement Data Reporting System; manages and controls the Contract Administration/Procurement Management (CAPM) ADP system.